

MINUTES
Community Center Advisory Board
Village of Key Biscayne, Florida
Thursday, April 14, 2005

Key Biscayne Community Center
10 Village Green Way

7:00 P.M.

CALL TO ORDER/ROLL CALL OF MEMBERS: The meeting was called to order at 7:20 PM. Present were board members Carlos Batlle, Sixto Campano, Bonnie Cooper, Catherine Dowd, Jim Leavitt, Donna Rice and Susie Westfall. Also present were Councilmember Weinman and staff members Todd Hofferberth and Maite Miyares.

Dr. Leavitt made a motion to approve the minutes, Mr. Campano seconded the motion, and the minutes were approved. The committee would like to add marketing, the name of the Multipurpose Room, Snack bar update, Equipment, and the Dance Floor to the agenda.

Mr. Batlle made a motion to direct staff to start a campaign at the front desk to collect e-mails and implement a program to send e-mails. The motion was passed unanimously. The committee discussed the memorandum of understanding between the Foundation and the Village. Mr. Leavitt makes a motion to approve this memorandum and send it to the Village attorney's for consideration. The motion was passed unanimously.

The committee discussed special recognition programs. Mr. Leavitt discussed a new recreation center built in White Fish, Montana. He stated that this community raised more than \$5 million dollars using regular donations and special recognition rights. He feels it is important that we begin fundraising so that we can begin establishing an endowment program. The committee discussed special recognition rights based on merit versus monetary contributions. The committee would like to discuss this subject at the next meeting.

The committee discussed the program guide. Ms. Cooper felt that there was not enough branding on the program guide. Mr. Leavitt feels that overall it was very impressive.

Mr. Hofferberth gave a Community Center update. All the panic hardware has been installed, the cultural programming has been a success, and the Theater consultant met with Paul Abbott earlier this week and they have developed a timeline for construction. Mr. Hofferberth also reported that the Civic Center Fund is going to be closed. The committee directed Mr. Hofferberth to find out when the balcony project will be completed. Mr. Hofferberth also reported that the comment card was sent to Leisure Vision and they will develop the comment card for the Center, the KBAC has requested to hang banners in the Gym, the Front Desk was repaired, and there is teen programming every Friday. Ms. Rice brought up the subject of opening the Center later for teens on the

weekend. Mr. Hofferberth explained that the Zoom contract will be on the next Council Meeting Agenda.

The committee reviewed the Operations Audit Action Report. The committee discussed issues that they would like to discuss with Mr. Ballard. Mr. Leavitt would like to discuss rentals and personal trainers, Mr. Battle would like to make sure Mr. Ballard has the meeting minutes and would like to discuss access problems, Ms. Westfall would like to discuss membership renewal campaign.

The committee reviewed the rules and regulations. Mr. Leavitt would like to see more exercise classes on weekends. He would also like to see a training program for teens and a fall prevention program for the elderly. The committee discussed the gymnastics program. Mr. Hofferberth explained that the gymnastics program will begin in the fall.

The committee discussed equipment. Mr. Leavitt feels that we need two more cardio pieces for the wellness center. Mr. Leavitt presented a piece of equipment by Polar. He feels this is a great piece of equipment to promote our trainer program as well as a great tool for marketing and membership renewals.

Ms. Cooper discussed the dance room floor. She would like staff to discuss the issue with a consultant. The committee also discussed using the multipurpose room for dance classes. Ms. Cooper also brought up the subject of programming and dance classes on weekends. The committee unanimously approved the renaming of the multipurpose room to the Island Room. The committee agreed to hold the meetings on the second Thursday of the month.

Next Meeting: March 28, 2005 at 7:00pm.

The meeting was adjourned at 9:31 PM by Mr. Leavitt.